State of Rhode Island Department of Administration Office of Library and Information Services

Continuing Education Survey June 2006

OLIS Continuing Education Team

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Introduction

The Rhode Island Office of Library and Information Services (OLIS) Continuing Education (CE) Team conducted a survey to assist in planning relevant and convenient continuing education programs for the RI library community. The survey was developed by the CE Team and distributed as an online survey using PHPSurveyor.¹

The survey was available online from May 31 until June 23, 2006. It was announced through the OLIS email list, which includes 386 subscribers. A link to the survey was posted on the home page of the OLIS website (www.lori.ri.gov) and was prominently featured on the OLIS Continuing Education page. It was also announced on the listservs of the RI Library Association, the RI Educational Media Association, and the University of Rhode Island Graduate School of Library and Information Studies. A reminder notice was sent to all three listservs on June 15, 2006, along with a reminder notice posted on the OLIS website.

Data was analyzed and reviewed over the month of July and published in August 2006.

Questions about development of the survey content may be addressed to Andrew Egan (Andrew_Egan@gw.doa.state.ri.us). Questions about development of the survey tool and data analysis may be addressed to Karen Mellor (Karen_Mellor@gw.doa.state.ri.us).

Interested parties may subscribe to the OLIS email list at www.lori.ri.gov/ce/eform.php or RSS feed (www.lori.ri.gov/rss/news.xml) to stay informed of OLIS news and CE offerings.

¹ PHPSurveyor (www.phpsurveyor.org) is an Open Source Online Survey Tool written in PHP and available as freeware under a GNU General Public License.

OLIS Continuing Education Survey Quick Facts

- Total Responses: 154
 - 1. Public Librarians: 99
 - 2. Academic Librarians: 23
 - 3. School Librarians: 15
- Library Role
 - 1. MLS (61%)
 - 2. Library Administrator (32%)
 - 3. Paraprofessional (9%)
- Most requested topics
 - 1. Information Technology and Software (Trends, Excel, Tech plans)
 - 2. Public Library Services (Customer service, Problem patrons, Info literacy)
 - 3. Reference Services (Database searching, Developing collections in an electronic age, Internet searching)
 - 3. Web Development and Web Tools (Dreamweaver, Web design considerations, Using library web sites to promote services)
- Attendance
 - 1. 55% of respondents attend programs 1-2 times a year
 - 2. 23% of respondents attend 3-5 times a year
 - 3. 19% of respondents have never attended a program
- Reasons for attending
 - 1. Interested in topic (78%)
 - 2. Need additional training for job (46%)
 - 3. Networking with other library staff (36%)
- Would attend more if
 - 1. Topics more in line with interests/needs (48%)
 - 2. Staffing needs preclude attendance (28%)
 - 3. More convenient locations (26%)
 - 4. More convenient times (17%)
- Preferred instructional method
 - 1. Hands-on training (84%)
 - 2. Instructor-led training (81%)
 - 3. Sharing sessions (round tables, brown bag discussions) (47%)
 - 4. Distance learning/online programs (23%)
- Other sources for CE
 - 1. RILA (55%)
 - 2. Regional/national conferences (38%)
 - 3. NELINET (21%)
- Learning about OLIS CE
 - 1. Email (62%)
 - 2. OLIS web site (59%)
 - 3. Listserv/Special Interest Group (30%)

OLIS Continuing Education Survey Results

I. Responses: Total 154

What is your primary library affiliation?		
Answer	Count	Percentage
Public library	99	64.29%
Academic	23	14.94%
School	15	9.74%
Historical	4	2.60%
Hospital/Medical	4	2.60%
State	4	2.60%
Library school	3	1.95%
Other (not listed		
above)	2	1.30%
Corporate	0	0.00%

Library role:

What is your primary library role?		
Answer	Count	Percentage
Prof. librarian (MLS)	94	61.04%
Library administrator	32	20.78%
Paraprofessional	14	9.09%
Other (-oth-)	10	6.49%
Library trustee	3	1.95%
Library student	1	0.65%

II. Preferred Times and Instructional Methods

What days and what times do you prefer to attend continuing education?		
Answer	Count	Percentage
Thursday morning	81	52.60%
Tuesday morning	74	48.05%
Wednesday morning	73	47.40%
Wednesday afternoon	55	35.71%
Thursday afternoon	55	35.71%
Monday morning	52	33.77%
Friday morning	51	33.12%
Tuesday afternoon	50	32.47%
Monday afternoon	42	27.27%
Thursday evening	19	12.34%
Other*	17	11.04%
Monday evening	16	10.39%
Tuesday evening	14	9.09%
Wednesday evening	14	9.09%

*Other times indicated (as entered by respondent):

- afternoons=3:30 on (school, MLS)
- Any day after 4PM (school, MLS)
- any day is fine
- any morning
- Any of the above
- depends on the topic.
- most mornings are fine
- online (school, MLS)
- Saturday (public, admin)
- Saturday class either morning or afternoon. (hospital, admin)
- Saturday morning (lib school student, ESL teacher)
- Saturday Morning (academic, paraprofessional)
- saturday (school, MLS)
- Saturdays (school, MLS)
- Saturdays (school, MLS)
- weekday mornings (state, MLS)
- weekends, if possible (historical, MLS)

Instructional Methods

What type of sessions do you like to attend?		
Answer	Count	Percentage
Hands-on Training	129	83.77%
Instructor-led Training	125	81.17%
Sharing sessions – for example YART, Reference Round Table,		
Children's Brown Bag Discussions	73	47.40%
Distance learning/Interactive online programs – for example: webinars, videoconferencing, Online Programming for All		
Libraries (OPAL)	36	23.38%

III. Topics

What are the library content areas you wish to receive continuing education? (We will ask you later about more specific topics.)		
Answer	Count	Percentage
Info Tech & Software	89	57.79%
Public Library Services	68	44.16%
Reference Services	60	38.96%
Web Dev & Web Tools	60	38.96%
Library Administration	50	32.47%
Children's Services	40	25.97%
Young Adult Services	40	25.97%
Planning/Data Collection	33	21.43%
Technical Services	32	20.78%
Academic Lib. Services	24	15.58%
School Lib Media Ctrs	19	12.34%
Trustee Topics	18	11.69%
Access Services	17	11.04%

A. Information Technology and Software

What specific topics in Information Technology & Computer Software interest you?		
Answer	Count	Percentage
Trends in lib technology	69	44.81%
Microsoft Office: Excel	41	26.62%
Technology planning	33	21.43%
MS Office: Publisher	31	20.13%
Microsoft Office: Access	30	19.48%
Wireless networks	30	19.48%
MS Office: Powerpoint	29	18.83%
Public access computing	24	15.58%
RFID	22	14.29%
Microsoft Office: Word	19	12.34%
Other*	3	1.95%

*Other:

- Creating flyers and brochures
- Microsoft Outlook / File Management
- Web design

B. Public Library Services

What specific topics in Public Library Services interest you?			
Answer	Count	Percentage	
Customer service	43	27.92%	
Problem patrons	39	25.32%	
Information literacy	32	20.78%	
School/public lib coop	31	20.13%	
Culturally diverse pop	25	16.23%	
Serving older adults	23	14.94%	
Library con/renovation	19	12.34%	
Serving the homebound	19	12.34%	
Serving Gen-Y	18	11.69%	
Serving disabilities	13	8.44%	
Estab. satellite locations	3	1.95%	
Other*	1	0.65%	

*Other:

Understanding the request system

C. Reference Services

What specific topics in Reference Services interest you?		
Answer	Count	Percentage
Database searching	40	25.97%
Developing reference collections in an electronic age	37	24.03%
Internet searching (search engines, directories etc.)	36	23.38%
Evaluating reference services	28	18.18%
Conducting the reference interview	18	11.69%
Starting and operating live virtual reference service	18	11.69%
Basic reference sources for the paraprofessional	16	10.39%
Establishing homework centers	16	10.39%
Resources of the OLIS Professional Collection	12	7.79%
Other*	1	0.65%

*Other:

• IM reference

D. Web Development and Web Tools

What specific topics in Web Development and Web Tools interest you?			
Answer	Count	Percentage	
Dreamweaver	38	24.68%	
Web design considerations	38	24.68%	
Using library web sites to promote services	35	22.73%	
Blogging (creating/writing)	30	19.48%	
Digital resources - creation, control, preservation	30	19.48%	
Using RSS and news feeds	29	18.83%	
Social software (del.icio.us, flickr, etc.)	20	12.99%	
MS Front Page	20	12.99%	
Wikis	20	12.99%	
Other*	3	1.95%	

- Don't know what half these things are!
- podcasting
- Fireworks, CSS

E. Library Administration

What specific topics in Library Administration interest you?		
Answer	Count	Percentage
Marketing library services	33	21.43%
Coping with controversy	28	18.18%
Public relations	26	16.88%
Budget planning and administration	24	15.58%
Grant writing	23	14.94%
Perfomance appraisals	21	13.64%
Fundraising	19	12.34%
Effective meeting strategies	17	11.04%
Policymaking	17	11.04%
Working with library boards	17	11.04%
Employee appreciation programs	16	10.39%
Recruiting, retaining high caliber staff	15	9.74%
Working with friends groups	12	7.79%
Writing job descriptions	12	7.79%
Other*	3	1.95%

*Other:

- stress managment; ergonomics in workplaceEndownment investment and policies
- Supervi [sic]

G. Children's Services

What specific topics in Children's Services interest you?		
Answer	Count	Percentage
Afterschool programming	26	16.88%
Programming for tweens	24	15.58%
School/public library		
cooperation	24	15.58%
Early literacy programming	22	14.29%
Reference service to		
children	21	13.64%
Disruptive behavior	20	12.99%
Book selection for story		
times	19	12.34%
Designing a youth services		
website	15	9.74%
Other*	3	1.95%

- Latchkey kids
- weeding
- collection development

H. Young Adult Services

What specific topics in Young Adult Services interest you?		
Answer	Count	Percentage
Programming for teens	27	17.53%
Reluctant readers	27	17.53%
Booktalks	25	16.23%
Disruptive behavior	21	13.64%
Graphic novels	21	13.64%
Merchandising library materials	19	12.34%
Reference service to young adults	17	11.04%
Teen advisory boards	14	9.09%
Other*	2	1.30%

*Other:

- getting non-teen-friendly staff onboard
- Pop culture topics for teens

I. Planning and Data Collection

What specific topics in Planning and Data Collection interest you?		
Answer	Count	Percentage
Collecting and utilizing statistics	26	16.88%
Creating surveys	23	14.94%
Strategic/long-range planning	20	12.99%
Evaluation methods	19	12.34%
Technology planning	13	8.44%
Weeding	13	8.44%
Preservation planning	10	6.49%
Disaster planning	7	4.55%
Other	0	0.00%

J. Technical Services

What specific topics in Technical Services interest you?		
Answer	Count	Percentage
Organization of non-print		
materials	19	12.34%
Indexing local resources	15	9.74%
Metadata topics	15	9.74%
Basic book repair	14	9.09%
Serials management	10	6.49%
Other*	2	1.30%

- interlibrary loan
- Acquisitions; The OCLC-RLIN Merger; LC Controlled Series Access;

K. Academic Library Services

What specific topics in Academic Library Services interest you?		
Answer	Count	Percentage
Digital resources - creation,		
control, preservation	16	10.39%
Open Access Initiative (OAI)	14	9.09%
Developing and supporting an		
information commons	12	7.79%
Information literacy	12	7.79%
Preservation management	11	7.14%
Primary source research	7	4.55%
Ref. services for culturally		
diverse students and faculty	7	4.55%
Serving Gen-Y	4	2.60%
Other*	2	1.30%

^{*}Other:

- Collection Development; Licensing e-resources; Future Directions
- Family Literacy/ESL

L. School Library Media Centers

What specific topics in School Library Media Centers interest you?		
Answer	Count	Percentage
Information literacy	17	11.04%
School/public library cooperation	15	9.74%
Booktalks	11	7.14%
Materials selection tools	10	6.49%
Challenged materials	6	3.90%
Policymaking	6	3.90%
Public relations	6	3.90%
Magazine selection	5	3.25%
Space planning and design	5	3.25%
Automation	3	1.95%
Other*	2	1.30%

- Maximizing resources
- computer lessons

M. Trustee Topics

What specific Trustee Topics interest you?		
Answer	Count	Percentage
Fundraising	12	7.79%
Policymaking	12	7.79%
Duties and responsibilities	11	7.14%
Planning for library construction / renovation	10	6.49%
Hiring/evaluating the library director	6	3.90%
Services & functions of OLIS	4	2.60%
Other	1	0.65%

^{*}Other:

Advocacy

N. Access Services

What specific topics in Access Services interest you?		
Answer	Count	Percentage
Copyright and fair use	12	7.79%
Inter-Library Loan	12	7.79%
Circulation	10	6.49%
Internet policies	10	6.49%
Government documents	5	3.25%
Other*	1	0.65%

*Other:

• online reserves

IV. Attendance

A. Times per year

How many times per year do you attend OLIS continuing education programs?		
Answer	Count	Percentage
1-2 times per year	84	54.55%
3-5 times per year	35	22.73%
Never attended	29	18.83%
6 or more times	6	3.90%
No answer	0	0.00%

B. Would attend more if (check all)

What would help you attend more often?		
Answer	Count	Percentage
Topics more in line		
with my		
interests/needs	74	48.05%
Staffing needs at my		
library preclude		
attendance	43	27.92%
More convenient		
locations	40	25.97%
More convenient times	26	16.88%
Employer/supervisor		
support for attending	16	10.39%
Other*	11	7.14%
My CE needs are met		
elsewhere	7	4.55%

- just too busy sometimes!
- don't have a problem with any of the above
- online
- I am at an elementary school . . . where my day ends will end at 3:30PM. I need workshops to complete professional development hours - 15 for the 2006-2007 school year. A more convenient time to get to a program would help tremendously.
- more time in my day
- I work part time so have little time for "extras"
- new employee; looking forward to attending CE courses
- just haven't been able to go, though would love to
- more time in my day
- held at sites accessable by RIPTA bus
- ceu's for my I-Plan

C. Reasons for attending (check all)

What are your reasons for attending OLIS CE programs?		
Answer	Count	Percentage
Interested in topic	120	77.92%
Need additional training for my job	71	46.10%
Networking with other library staff	55	35.71%
CE credits (non-OLIS)	10	6.49%
Required to attend	4	2.60%
Other*	3	1.95%
Preparing for another job/career	2	1.30%

*Other

- improve work performance
- Exposure to new topics to broaden library background.
- Keeps me current in field

V. Other Sources for Continuing Education

Where else do you go for library-related continuing education?		
Answer	Count	Percentage
RILA	84	54.55%
Regional/national conference(s)	58	37.66%
NELINET	32	20.78%
URI GSLIS	29	18.83%
RIEMA	25	16.23%
Other (non-library)*	22	14.29%
HELIN	19	12.34%
Simmons GSLIS	12	7.79%
RILINK	10	6.49%
ARIHSL	6	3.90%
CRIARL	6	3.90%
SLA-RI Chapter	2	1.30%

^{*}Other (non-library sources):

- Bryant University
- The Urban Library Council offers teleconferences that have been very useful.
- RI Dept of Education Bureau of Ed. Research SORICO
- I attend CLAN workshops which is library-related, but not included in your list.
- On-line courses
- Community Meetings
- Professional organizations American Association of Law Libraries (AALL)
 ALA, NELLCO (New Eng Law Library Consortium), Law Librarians of New England (LLNE)

- continuing education classes through adult ed. private administration coaches
- NELA Conference NERTCL
- Innovative Users Group III
- ALA has had some online web e-mail courses I've taken. I also have training at work.
- Have taken management courses from Fred Pryor.
- RI Art Education Association Art After School Conference Boston Museum Educators Roundtable New England Museum Association

VI. Learning about OLIS CE

How do you learn about OLIS continuing education programs?		
Answer	Count	Percentage
Email*	96	62.34%
OLIS web site	91	59.09%
Listserv/SIGs (Special Interest Groups)	46	29.87%
Supervisor/Administration	27	17.53%
Colleague	27	17.53%
Fliers	16	10.39%
Didn't know about OLIS continuing education	7	4.55%

^{*}OLIS maintains an email list to notify subscribers about OLIS news, information and CE offerings. Interested parties may subscribe to the list at http://www.lori.ri.gov/ce/eform.php

Appendix A: OLIS Continuing Education Survey

Following is a copy of the survey. In the online environment, questions were "branched": for specific questions survey takers would be led to different questions depending on whether they answered "yes" or "no" to the question. For instance, if a survey taker answered that they never attended or only attended OLIS CE 1-2 times a year, they would then be asked a question about what would help them attend more. Using the same branching capability, survey takers were only asked for specific topics when they indicated they were interested in the broader topic. All survey takers answered questions about times, topics, library affiliation, library roles and other sources for CE.

OLIS Continuing Education Survey

Attendance	
1timing: V	What days and what times do you prefer to attend continuing education?
	Please choose all that apply
	Monday morning
	Monday afternoon
	Monday evening
	Tuesday morning
	Tuesday afternoon
	Tuesday evening
	Wednesday morning
	Wednesday afternoon
	Wednesday evening
	Thursday morning
	Thursday afternoon
	Thursday evening
	Friday morning
	Friday afternoon Other:
	Other.
2f: How m	nany times per year do you attend OLIS continuing education programs?
21. 110 W 11	Please choose only one of the following:
	Never attended
	1-2 times per year
	3-5 times per year
	6 or more times
[Only answ	ver this question if you answered 'Never attended' or '1-2 times per year ' to question
'2f ']	
2fLow: Wh	nat would help you attend more often?
	Please choose all that apply
	More convenient times
	More convenient locations
	Employer/supervisor support for attending
	■Topics more in line with my interests/needs
	My CE needs are met elsewhere
	Staffing needs at my library preclude attendance
	Other:
-	rer this question if you answered '1-2 times per year ' or '3-5 times per year ' or '6 or
	s' to question '2f']
2freason:	What are your reasons for attending OLIS CE programs?
	Please choose <u>all</u> that apply
	CE credits (non-OLIS)
	Interested in topic
	Need additional training for my job
	Networking with other library staff
	Preparing for another job/career

	Required to attend
Oth	er:
	Content
	he library content areas you wish to receive continuing education? (We ter about more specific topics.)
Plea	ase choose all that apply
	Academic Library Services
	Access Services
	Children's Services
	nformation Technology & Computer Software
L	Library Administration
F	Planning and Data Collection
F	Public Library Services
F	Reference Services
	School Library Media Centers
	Fechnical Services
	Trustee Topics
	Web Development and Web Tools
	oung Adult Services
[[
	s question if you answered 'Access Services' to question '3a ']
•	ecific topics in Access Services interest you?
	ase choose all that apply
	Circulation
	Copyright and fair use
	Government documents
	nter-Library Loan
Oth	nternet policies
	CI.
[Only answer thi	s question if you answered 'Library Administration' to question '3a ']
	pecific topics in Library Administration interest you?
=	ase choose all that apply
	Budget planning and administration
	Coping with controversy

	Effective meeting strategies
	Employee appreciation programs
	Fundraising
	☐ Grant writing
	Marketing library services
	Perfomance appraisals
	Policymaking
	Public relations
	Recruiting and retaining high caliber staff
	Working with friends groups
	Working with library boards
	Writing job descriptions
	Other:
[Only answ question '3	rer this question if you answered 'Children's Services' or 'Children's Services' to
•	nat specific topics in Children's Services interest you?
	Please choose all that apply
	Afterschool programming
	Book selection for story times
	Designing a youth services website
	Disruptive behavior
	Early literacy programming
	Programming for tweens
	Reference service to children
	School/public library cooperation
	Other:
	ver this question if you answered 'Information Technology & Computer Software' or
	n Technology & Computer Software' to question '3a ']
3it: What	specific topics in Information Technology & Computer Software interest you?
	Please choose all that apply
	Microsoft Office: Access
	Microsoft Office: Excel
	Microsoft Office: Powerpoint
	Microsoft Office: Publisher
	Microsoft Office: Word
	Public access computing
	Radio frequency identification technology (RFID)
	Technology planning
	Trends in library technology
	Wireless networks
	Other:
[Only answ	er this question if you answered 'Public Library Services' to question '3a ']
-	specific topics in Public Library Services interest you?
•	Please choose <u>all</u> that apply
	Customer service
	Dealing with problem patrons
	Establishing satellite locations

3 of 7

	☐ Information literacy	
	☐ Planning for library construction and renovation	
	School/public library cooperation	
	Serving culturally diverse populations	
	Serving Gen-Y	
	Serving older adults	
	Serving people with disabilities	
	Serving the homebound	
	Other:	
		_
[Only answ	ver this question if you answered 'Planning and Data Collection' to question '3a ']	
3plan: WI	hat specific topics in Planning and Data Collection interest you?	
	Please choose all that apply	
	Collecting and utilizing statistics	
	☐ Creating surveys	
	☐ Disaster planning	
	Evaluation methods	
	☐ Preservation planning	
	Strategic/long-range planning	
	☐ Technology planning	
	Weeding	
	Other:	
	Please choose all that apply Basic reference sources for the paraprofessional Conducting the reference interview Database searching Developing reference collections in an electronic age Establishing homework centers Evaluating reference services Internet searching (search engines, directories etc.)	
	Resources of the OLIS Professional Collection Starting and operating live virtual reference service Other:	_

	Space planning and design
	Other:
	ver this question if you answered 'Technical Convices' to question '20 '7
•	ver this question if you answered 'Technical Services' to question '3a '] specific topics in Technical Services interest you?
otc. Wilat	Please choose all that apply
	Basic book repair
	Indexing local resources
	Metadata topics
	Organization of non-print materials
	Serials management
	Other:
[Only answ	ver this question if you answered 'Trustee Topics' to question '3a ']
-	specific Trustee Topics interest you?
	Please choose all that apply
	Duties and responsibilities
	☐ Fundraising
	Hiring/evaluating the library director
	Planning for library construction and renovation
	Policymaking
	Services and functions of the Office of Library & Information Services
	Other:
[Only answ	ver this question if you answered 'Web Development and Web Tools' or 'Web
	ent and Web Tools' to question '3a ']
•	at specific topics in Web Development and Web Tools interest you?
	Please choose <u>all</u> that apply
	Blogging (creating/writing)
	Digital resources - creation, control, preservation
	Social software (del.icio.us, flickr, etc.)
	Using library web sites to promote services
	Using RSS and news feeds
	Using web editing software: Dreamweaver
	Using web editing software: Microsoft Front Page
	Web design considerations: what makes good page/site design?
	Wikis
	Other:
[Only answ	ver this question if you answered 'Young Adult Services' or 'Young Adult Services' to
question '3	
3ya: What	t specific topics in Young Adult Services interest you?
	Please choose all that apply
	Booktalks
	☐ Disruptive behavior
	Graphic novels
	Merchandising library materials
	Programming for teens
	Reference service to young adults

	Reluctant readers
	Teen advisory boards
	Other:
/genCon	: What additional content areas do you wish to receive continuing education?
4gencon	Please choose <u>all</u> that apply
	Career counseling
	Personal development
	Retirement planning
	Other:
	Format
5format:	What type of sessions do you like to attend?
	Please choose all that apply
	☐ Instructor-led Training
	☐ Hands-on Training
	Distance learning/Interactive online programs – for example: webinars,
	videoconferencing, Online Programming for All Libraries (OPAL)
	☐ Sharing sessions – for example YART, Reference Round Table, Children's Brown
	Bag Discussions
	Tell us about you
6where:	How do you learn about OLIS continuing education programs?
	Please choose all that apply
	Colleague
	□ Email •
	Fliers
	Listserv/SIGs (Special Interest Groups)
	OLIS web site
	☐ Supervisor/Administration
	☐ Didn't know about OLIS continuing education
	Other:
7affiliatio	on: What is your primary library affiliation?
	Please choose only one of the following:
	Academic
	Corporate
	Historical
	☐ Hospital/Medical
	Library school
	Public library
	School
	State
	Other (not listed above)
8role: W	hat is your primary library role? Please choose only one of the following:
	Library administrator
	Library student
	Library student

	Library trustee
	Paraprofessional library staff member
	Professional librarian (MLS)
	Other
	,
9otherce: \	Where else do you go for library-related continuing education?
	Please choose all that apply
	ARIHSL
	CRIARL
	HELIN
	NELINET
	Regional/national conference(s)
	RIEMA
	RILA
	RILINK
	SLA-RI Chapter
	Simmons GSLIS
	□ URI GSLIS
	Other
9othersr: V	Vhat non-library sources do you use for continuing education related to your
	Vhat non-library sources do you use for continuing education related to your? Please write your answer here:
	?
	?
	?
	?
	?
	?
	?
	?
	?
	?
	?
	?
9othersr: V library job	?
	?
	?
	?
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Submit Your Survey
Thank you for completing this survey. Please fax your completed survey to: by 2006-06-23.